Classroom Procedures/Expectations

* No loitering outside the room is allowed. Upon entering the classroom, go directly to your assigned seat and record today’s objective, agenda, and vocabulary word in your personal journal. The tardy bell does not start the class; the teacher does not start the class; you [the students} start the class. If you are not in your assigned seat, you will receive a verbal warning. Once you enter the classroom, you may not leave unless it is an emergency.
* Respect your classmates and your teacher. This includes any substitutes. Feel free to courteously share your ideas with the class. We learn from each other.
* **NO BEHAVIOR PROBLEMS WILL BE TOLERATED IN MY CLASS!!!**
* Any written homework assignments are due as soon as you walk in. Absolutely no late work will be accepted. You must complete all assignments on time to successfully complete the course.
* If you are absent, your make-up work is in the bottom drawer above the cabinet. Take only the assignments with your name. I will not hunt you down to give you your make-up work. It is your responsibility. Missed assignments must be made up within 5 days. Missed tests or presentations must be made up at the time of return.
* The grade you EARN is the grade you receive. I do not give “extra credit” at the end of the grading period. You will have every opportunity to earn your grade.
* Attend to personal needs before you come to class. This includes restroom visits, locker visits, grooming, and drinks of water.
* **Keep cell phones, I-pods, or other electronic devices turned off and in your purse or book bag. If I see these items I will take them up and turn them in to your Assistant Principal along with a referral.**
* English class time is not available for homework completion or studying of other subjects. If you should finish your assignment early, please sit quietly and read. If you do not have reading material with you, I have books, magazines, comics, etc. for you to read. On test days, you will sit quietly and read while others are finishing their tests.
* Absolutely no **SLEEPING** in this class. I will warn the offender **ONCE! (After that you will receive detention and a phone call home). Subsequent offenses will result in a referral.**
* I will not tolerate off color, lewd, or insensitive remarks – verbally or nonverbally. Profanity in any work submitted will result in a zero on that assignment.
* During classroom discussions, you may ask questions or respond to questions by raising your hand. Those who choose not to follow this procedure will be considered a classroom disruption and will be subject to the discipline plan.
* Anytime I have a substitute, you will treat him/her with respect. All class work will be important work, must be turned in before leaving class for the day, and will be counted as a test grade.
* You may bring water or other appropriate beverages with twist caps to class. This privilege will be revoked if you do not clean up after yourselves.
* Any form of cheating will result in a grade of zero for all parties concerned. This grade will not be replaced or removed from the grade book. Plagiarism will result in a zero.
* When the bell rings at the end of class, you may not leave until given permission. The teacher dismisses the class. Failure to follow this procedure will result in leaving class late.

**Assignments/Tutoring**

-All assignments are due on the assigned date. This includes written class work. I will not accept late work. You will have time to make up work according to the guidelines outlined in the student handbook. All major assignments are due on the day I have assigned. You will be given plenty of time to turn it in; therefore I will expect it on that date. Absences do not constitute turning it in after the due date.

I am available before and after school to assist students with make-up work. **NEVER ASK DURING CLASS TIME WHAT WAS MISSED OR WHAT WE DID THE DAY OF AN ABSENCE!!**

**Note: I am available for tutoring Monday – Thursday. Tutoring hours are: before school from 8:15 – 8:45 Tuesday - Friday and after school from 4:05 – 4:45 Monday – Thursday.**

**Discipline Management Plan**

**Classroom Rules:**

**1. Follow teacher instructions.**

**2. Come to class prepared and on time.**

**3. Use school appropriate language: NO PROFANITY!**

**4. No disruptive behavior.**

**5. Respect others and their opinions at ALL times.**

**Corrective Actions and Consequences:**

**(Automatic referral for severe or repeated violations.)**

1. **Verbal Warning**
2. Student/teacher conference

3. Parent contact and detention

4. Discipline referral

**Rewards:**

1. Praise and Recognition of a job well done.

2. Homework Coupons

1. Call Home to report good behavior

**Needed School Supplies for English II**

**Each day, bring the following materials to class:**

* pens (blue or black and red) / pencil (I will only accept written assignments using blue or black ink)
* spiral notebook (for vocabulary journal)
* Literature Book
* highlighters (various colors)
* Notebook paper